

# U.S. MISSION, PAKISTAN - EMBASSY ISLAMABAD

## VACANCY ANNOUNCEMENT NUMBER: 11-143

**OPEN TO:** All Interested Candidates  
**POSITION:** Nurse (Rover), FSN-9 (ERR); FP-5\*  
**POSITION NO:** I-50830  
**WORK HOURS:** Full-time; 40 hours/week  
**SALARY:** \*Not-Ordinarily Resident: US\$46,736 p.a. (Starting salary of FP-5)  
(Position Grade: FP-5 to be confirmed by Washington)  
\*Ordinarily Resident: US \$41,353 p.a. (Starting salary of FSN-09 Exception Rate Range).  
Note: Employee will be paid in Pak Rupees by using the USDO/Bangkok exchange rate on the payday. (Position Grade: FSN-9)  
(Position Grade FSN-9; Trainee Grade FSN-8 will be given until meeting full requirements of the position description)

**OPENING DATE:** September 10, 2010  
**CLOSING DATE:** Open Until Filled

NOTE: ALL ORDINARILY RESIDENT APPLICANTS MUST BE HAVE THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Islamabad is seeking an individual for the position of Nurse in the Health Unit.

### BASIC FUNCTION OF POSITION:

The primary responsibility of this position will be as rover, responsible for nurse coverage of the Health Units in Peshawar, Lahore and Karachi for expected (vacations, continuing education, rest breaks ,etc) and unexpected (sick leave, leave without pay, etc) leave and can include unexpected emergent travel of unknown durations. The incumbent's schedule will be coordinated with the work schedules of the other nurses of the Consulates to guarantee nursing presence in a mutually agreeable fashion. Will serve as the U.S. Registered Professional Nurse, or Western European equivalent trained Registered Professional Nurse with comparable licensure. The position will provide the full range of professional nursing services to American and Locally Employed Staff. The Nurse Rover (RN) will be stationed out of the Health Unit in Islamabad and while there functions as one of the primary RNs providing health services to the Embassy's personnel.

A copy of the complete position description listing all duties and responsibilities is available in the Human Resources Office.

### QUALIFICATIONS REQUIRED:

NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

- 1. EDUCATION:** U.S. (or Puerto Rico) professional nursing degree or Western European equivalent; current unrestricted registered nurse license from the United States (or Puerto Rico) or Western Europe is required.
- 2. EXPERIENCE:** At least two years of occupational health experience is required.
- 3. LANGUAGE:** Level IV (Fluent) Speaking/Reading/Writing English is required.
- 4. KNOWLEDGE:** Incumbent must have an ability to administer adult immunization programs according to current CDC standards is required. The position requires strong interpersonal skills and a client-oriented disposition. A good working knowledge or experience of current health promotion recommendations in the U.S. population is required. Knowledge of management and procurement of expendable medical supplies and equipment for ambulatory care clinic is required.

**5. ABILITIES & SKILLS:** The incumbent must be familiar with and competent in American Nursing standards of care. Must have basic computer skills (MS Office).

**SELECTION PROCESS:**

When equally qualified, U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

**ADDITIONAL SELECTION CRITERIA:**

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. Current employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.
4. Applicants for the position must meet the **required** qualifications as advertised in the vacancy announcement.
5. Current employees who have voluntarily reassigned/promoted from one position to another are not eligible to apply within **six months** from the effective date of the reassignment/promotion.
6. Current employees who have received any job related training are not eligible to apply in another section/agency within **six months** from the effective date of the training.
7. Candidates need to indicate on the Application for Employment if any family member is working in the U.S. Mission, Pakistan and, if so, in which section they are employed.

**TO APPLY:**

Interested applicants must submit their completed [DS-174](#) (Application for Employment as LE Staff) by e-mail submission only at [PakJobs@state.gov](mailto:PakJobs@state.gov). The Vacancy Announcement Number (e.g. 11-143) must be mentioned in the subject line of the email.

Please include all documentation regarding academic, professional and job related experience certificates/letters with your application. Incomplete applications or submissions received after the closing date will not be considered. Only those candidates meeting all the requirements will be contacted for a test/interview. To review all advertised positions, please visit Embassy website [http://islamabad.usembassy.gov/employment\\_opportunities.html](http://islamabad.usembassy.gov/employment_opportunities.html).

**DEFINITIONS:**

1. Ordinarily Resident (OR): A citizen of the host country or a citizen of another country who has the required work and/or residency permit for employment in country.
2. Not-Ordinarily Resident (NOR): Typically NORs are U.S. citizen EFMs (Eligible Family Members) and family members of United States Government personnel who are on the travel orders and under Chief of Mission authority, or other personnel having diplomatic privileges and immunities.

**CLOSING DATE FOR THIS POSITION: Open Until Filled**

U. S. Mission, Pakistan is an equal opportunity employer. All applicants will receive consideration without regard to race, color, religion, gender, national origin, disability, age, sexual orientation, social status, or political ideologies/affiliation.